

**TODD SOIL AND WATER CONSERVATION DISTRICT
LONG PRAIRIE, MINNESOTA**

FINANCIAL STATEMENTS

YEAR ENDED DECEMBER 31, 2022



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LONG PRAIRIE, MINNESOTA
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DECEMBER 31, 2022**

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FINANCIAL SECTION



INDEPENDENT AUDITORS' REPORT

Board of Supervisors
Todd Soil and Water Conservation District
Long Prairie, Minnesota

Report on the Audit of the Financial Statements

Opinions

We have audited the accompanying financial statements of the governmental activities and the General Fund of the Todd Soil and Water Conservation District (District), as of and for the year ended December 31, 2022, and the related notes to the financial statements, which collectively comprise the District's basic financial statements as listed in the table of contents.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities and the General Fund of the Todd Soil and Water Conservation District, as of December 31, 2022, and the respective changes in financial position for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinions

We conducted our audit in accordance with auditing standards generally accepted in the United States of America (GAAS) and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the Auditors' Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the Todd Soil and Water Conservation District and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the Todd Soil and Water Conservation District's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

Auditors' Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditors' report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS and *Government Auditing Standards* will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with GAAS and *Government Auditing Standards*, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Todd Soil and Water Conservation District's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the Todd Soil and Water Conservation District's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control related matters that we identified during the audit.

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis and budgetary comparison information be presented to supplement the basic financial statements. Such information is the responsibility of management and, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with GAAS, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated March 9, 2023, on our consideration of the Todd Soil and Water Conservation District's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the District's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering Todd Soil and Water Conservation District's internal control over financial reporting and compliance.



CliftonLarsonAllen LLP

Brainerd, Minnesota
March 9, 2023

REQUIRED SUPPLEMENTARY INFORMATION

**TODD SOIL AND WATER CONSERVATION DISTRICT
LONG PRAIRIE, MINNESOTA
MANAGEMENT'S DISCUSSION AND ANALYSIS
YEAR ENDED DECEMBER 31, 2022**

This section of the Todd Soil and Water Conservation District's (District) annual financial report presents our discussion and analysis of the District's financial performance during the year that ended on December 31, 2022. The Management's Discussion and Analysis (MD&A) is Required Supplementary Information specified in the Governmental Accounting Standard Board's (GASB) Statement No. 34 – *Basic Financial Statements – and Management's Discussion and Analysis – for State and Local Governments*. Certain comparative information between the current year, 2022, and the prior year, 2021, is required to be presented in the MD&A.

FINANCIAL HIGHLIGHTS

Key financial highlights for 2022 include the following:

- The District's government-wide net position decreased to \$553,416 (a decrease of \$81,058) compared to the prior year) due primarily to the timing of Riparian Aid received in 2021 versus the costs incurred in 2022.
- Overall fund-level revenues totaled \$753,630 in 2021 and \$1,072,506 in 2022. Expenditures exceeded revenues in 2022 primarily due to the timing of grant aid versus when the costs were incurred.

OVERVIEW OF THE FINANCIAL STATEMENTS

The financial section of the annual report consists of three parts – Independent Auditors' Report, required supplementary information which includes the management's discussion and analysis (this section), and the basic financial statements. The basic financial statements include two kinds of statements that present different views of the District:

- The District is presenting a combined General Fund balance sheet and statement of net position and a combined statement of revenues, expenditures, and changes in fund balance and statement of activities. These two statements tell how the District did, both at a fund level and at a government-wide level.

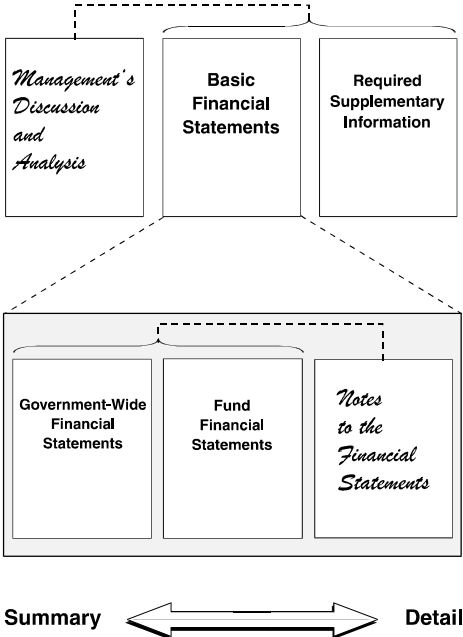
**TODD SOIL AND WATER CONSERVATION DISTRICT
LONG PRAIRIE, MINNESOTA
MANAGEMENT'S DISCUSSION AND ANALYSIS
YEAR ENDED DECEMBER 31, 2022**

OVERVIEW OF THE FINANCIAL STATEMENTS (CONTINUED)

The financial statements also include notes that explain some of the information in the statements and provide more detailed data.

Figure A-1 shows how the various parts of this annual report are arranged and related to one another.

**Figure A-1
Annual Report Format**



**TODD SOIL AND WATER CONSERVATION DISTRICT
LONG PRAIRIE, MINNESOTA
MANAGEMENT'S DISCUSSION AND ANALYSIS
YEAR ENDED DECEMBER 31, 2022**

OVERVIEW OF THE FINANCIAL STATEMENTS (CONTINUED)

Figure A-2 summarizes the major features of the District's financial statements, including the portion of the District's activities they cover and the types of information they contain. The remainder of this overview section of management's discussion and analysis highlights the structure and contents of each of the statements.

Figure A-2. Major Features of the District's Government-Wide and Fund Financial Statements.		
Type of Statements	Government-Wide	Governmental Funds
Scope	Entire District.	The activities of the District that are not proprietary or fiduciary.
Required Financial Statements	Statement of net position.	Balance sheet.
	Statement of activities.	Statement of revenues, expenditures and changes in fund balance.
Accounting Basis and Measurement Focus	Accrual accounting and economic resources focus.	Modified accrual accounting and current financial resources focus.
Type of Asset/Deferred Outflow/Liability/Deferred Inflow Information	All assets and deferred outflows and liabilities and deferred inflows, both financial and capital, short-term and long-term.	Only assets and deferred outflows expected to be used up and liabilities and deferred inflows that come due during the year or soon thereafter, no capital assets included.
Type of Inflow/Outflow Information	All revenues and expenses during year, regardless of when cash is received or paid.	Revenues for which cash is received during or soon after the end of the year, expenditures when goods or services have been received and payment is due during the year or soon thereafter.

District-Wide Statements

The District-wide statements report information about the District as a whole using accounting methods similar to those used by private-sector companies. The statement of net position includes all of the District's assets and deferred outflows of resources and liabilities and deferred inflows of resources. All of the current year's revenues and expenses are accounted for in the statement of activities regardless of when cash is received or paid.

**TODD SOIL AND WATER CONSERVATION DISTRICT
LONG PRAIRIE, MINNESOTA
MANAGEMENT'S DISCUSSION AND ANALYSIS
YEAR ENDED DECEMBER 31, 2022**

OVERVIEW OF THE FINANCIAL STATEMENTS (CONTINUED)

District-Wide Statements (Continued)

The two District-wide portions report the District's net position and how they have changed. Net position – the difference between the District's assets and deferred outflows of resources and liabilities and deferred inflows of resources – are one way to measure the District's financial health or position.

- Over time, increases or decreases in the District's net position are an indicator of whether its financial position is improving or deteriorating, respectively.
- To assess the overall health of the District, you need to consider additional non-financial factors such as changes in the District's revenue sources and the financial condition of the state.

Fund Financial Statements

The fund portion of the two statements provides more detailed information about the District's fund. Funds are accounting devices the District uses to keep track of specific sources of funding and spending on particular programs.

FINANCIAL ANALYSIS OF THE DISTRICT AS A WHOLE

Net Position

The District's total net position was \$634,474 on December 31, 2021 and \$553,416 on December 31, 2022. This results in a decrease of \$81,058 from 2021 to 2022.

Table A-1
The District's Net Position

	Governmental Activities	
	2022	2021
Current and Other Assets	\$ 821,002	\$ 917,399
Current Liabilities	267,586	281,960
Deferred Inflows of Resources	-	965
Total Liabilities and Deferred Inflows of Resources	267,586	282,925
Net Position		
Restricted	279,430	361,120
Unrestricted	273,986	273,354
Total Net Position	\$ 553,416	\$ 634,474

**TODD SOIL AND WATER CONSERVATION DISTRICT
LONG PRAIRIE, MINNESOTA
MANAGEMENT'S DISCUSSION AND ANALYSIS
YEAR ENDED DECEMBER 31, 2022**

FINANCIAL ANALYSIS OF THE AS A WHOLE (CONTINUED)

Changes in Net Position

The District-wide total revenues were \$753,630 for the year ended December 31, 2021 and \$1,072,506 for the year ended December 31, 2022. Intergovernmental revenues account for the majority of the District's total revenues.

Table A-2
Statement of Activities

	Governmental Activities		Change
	2022	2021	
Revenues			
Intergovernmental	\$ 858,209	\$ 597,505	43.6 %
Charges for Services	32,351	40,328	(19.8)
Miscellaneous	181,946	115,797	57.1
Total Revenues	1,072,506	753,630	42.3
Expenses			
Conservation	1,153,564	846,430	36.3
Change in Net Position	(81,058)	(92,800)	12.7
Net Position - Beginning of Year	634,474	727,274	(12.8)
Net Position - End of Year	<u>\$ 553,416</u>	<u>\$ 634,474</u>	(12.8)

Total expenses surpassed total revenues for 2021 decreasing net position by \$92,800 in 2021. This was due to a decrease in grant revenues and the timing of feedlot grants. Total expenses surpassed total revenues for 2022 decreasing net position by \$81,058 in 2022. This was due to the timing of grant aid received versus when the costs were incurred.

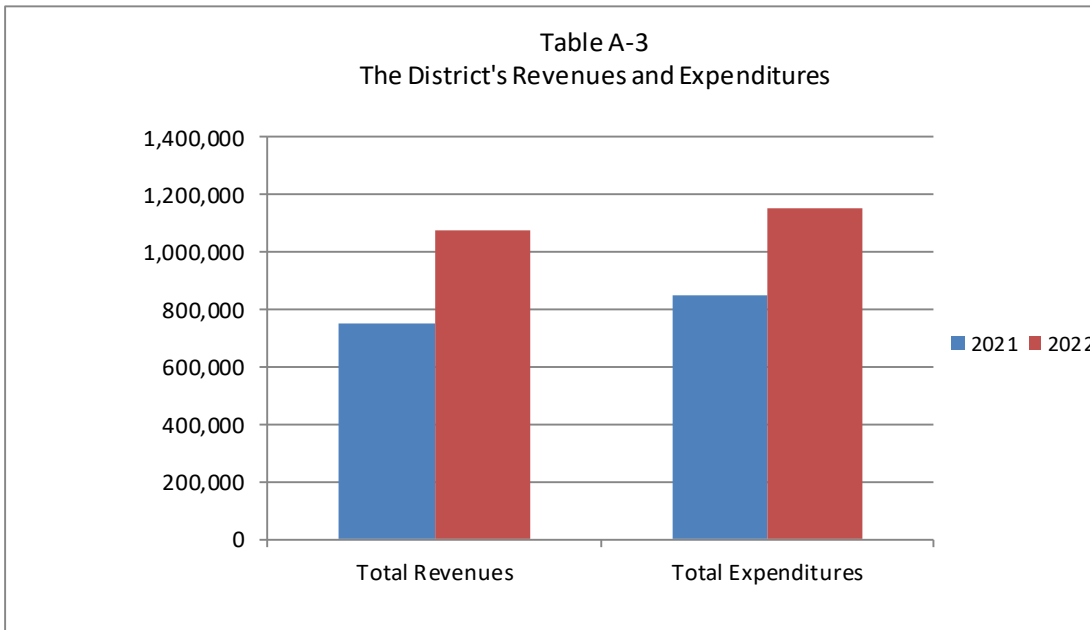
GENERAL FUND BUDGETARY HIGHLIGHTS

Actual expenditures were \$193,675 below the final budgeted amounts primarily due to state funded project expenditures being under budget by \$309,429, offset by the district project expenditures being over budget by \$103,126. State grant revenues were below the final budget by \$396,215.

**TODD SOIL AND WATER CONSERVATION DISTRICT
LONG PRAIRIE, MINNESOTA
MANAGEMENT'S DISCUSSION AND ANALYSIS
YEAR ENDED DECEMBER 31, 2022**

FINANCIAL ANALYSIS OF THE AT THE FUND LEVEL

The financial performance of the District as a whole is reflected in its governmental fund as well. As the District completed 2021, its governmental fund reported total fund balance of \$634,474, a decrease of \$92,800 from the prior year primarily due to decreased intergovernmental revenues. As the District completed 2022, its governmental fund reported total fund balance of \$553,416, a decrease of \$81,058 from 2021. Revenues for the District's General Fund were \$753,630 in 2021, while total expenditures were \$846,430. The District's General Fund had revenues of \$1,072,506 in 2022 and expenditures of \$1,153,564 in 2022 (see Table A-2). The General Fund includes the primary operations of the District in providing services to citizens. Fund balance decreased \$81,058 from 2021 to 2022. This decrease was primarily due to the timing of grant funding versus when the costs were incurred in 2022.



CAPITAL ASSETS

On January 1, 2012, Todd Soil and Water Conservation District disposed of all capital assets as a part of the service agreement with Todd County. As explained in the contract, Todd County obtained all of the capital assets the District already owned and will purchase all capital assets on behalf of the District in the future.

FACTORS BEARING ON THE DISTRICT'S FUTURE

The District is dependent on the State of Minnesota for a significant portion of its revenue to fund projects.

CONTACTING THE DISTRICT'S FINANCIAL MANAGEMENT

This financial report is designed to provide our citizens, taxpayers, customers, investors and creditors with a general overview of the District's finances and to demonstrate the District's accountability for the money it receives. If you have questions about this report or need additional financial information, contact Adam Ossefoort, Division Director at (320) 732-2644.

BASIC FINANCIAL STATEMENTS

**TODD SOIL AND WATER CONSERVATION DISTRICT
LONG PRAIRIE, MINNESOTA
GENERAL FUND BALANCE SHEET AND GOVERNMENTAL ACTIVITIES –
STATEMENT OF NET POSITION
DECEMBER 31, 2022**

	General Fund	Adjustments	Governmental Activities
ASSETS			
Cash and Pooled Investments	\$ 604,697	\$ -	\$ 604,697
Due From Other Governments	216,305	-	216,305
Total Assets	\$ 821,002	\$ -	\$ 821,002
LIABILITIES			
Current Liabilities:			
Accounts Payable	\$ 10,421	\$ -	\$ 10,421
Due To Other Governments	695	-	695
Unearned Revenue	247,197	-	247,197
Deposit on Sales	9,273	-	9,273
Total Liabilities	267,586	-	267,586
FUND BALANCE/NET POSITION			
Fund Balance			
Restricted for Conservation	100,874	(100,874)	-
Restricted for AIS Program	51,862	(51,862)	-
Restricted for Riparian Aid	126,694	(126,694)	-
Unassigned Fund Balance	273,986	(273,986)	-
Total Fund Balance	553,416	(553,416)	-
Total Liabilities and Fund Balance	\$ 821,002		
Net Position			
Restricted for Conservation		279,430	279,430
Unrestricted		273,986	273,986
Total Net Position		\$ 553,416	\$ 553,416

See accompanying Notes to Financial Statements.

**TODD SOIL AND WATER CONSERVATION DISTRICT
LONG PRAIRIE, MINNESOTA
GENERAL FUND STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES
IN FUND BALANCE AND GOVERNMENTAL ACTIVITIES – STATEMENT OF ACTIVITIES
YEAR ENDED DECEMBER 31, 2022**

	General Fund	Adjustments	Governmental Activities
REVENUES			
Intergovernmental	\$ 858,209	\$ -	\$ 858,209
Charges for Services	32,351	-	32,351
Miscellaneous	181,946	-	181,946
Total Revenues	<u>1,072,506</u>	<u>-</u>	<u>1,072,506</u>
EXPENDITURES/EXPENSES			
Current			
Conservation	<u>1,153,564</u>	<u>-</u>	<u>1,153,564</u>
EXCESS OF EXPENDITURES OVER REVENUES	(81,058)	-	(81,058)
Fund Balance/Net Position - Beginning of Year	<u>634,474</u>	<u>-</u>	<u>634,474</u>
FUND BALANCE/NET POSITION - END OF YEAR	<u><u>\$ 553,416</u></u>	<u><u>\$ -</u></u>	<u><u>\$ 553,416</u></u>

See accompanying Notes to Financial Statements.

**TODD SOIL AND WATER CONSERVATION DISTRICT
LONG PRAIRIE, MINNESOTA
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2022**

NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Todd Soil and Water Conservation District's (District) financial statements are prepared in accordance with generally accepted accounting principles (GAAP) for the year ended December 31, 2022. The Governmental Accounting Standards Board (GASB) is responsible for establishing GAAP for state and local governments through its pronouncements (statements and interpretations). The more significant accounting policies established in GAAP and used by the District is discussed below.

A. Financial Reporting Entity

Todd Soil and Water Conservation District was established on March 29, 1965 pursuant to the provisions of Minnesota Statutes Ch. 103C.

The District is governed by a five-member Board of Supervisors, nominated by, and elected to four-year terms by the voters of Todd County.

The primary activity of the District is to assist land occupiers in applying practices for the conservation of soil and water resources. These practices are intended to control wind and water erosion, pollution of lakes and streams, and damage to wetlands and wildlife habitats.

As required by generally accepted accounting principles, consideration has been given to other organizations that should be included in the District's financial statements for which the nature and significance of their relationship with the District are such that exclusion would cause the District's financial statements to be misleading or incomplete. There are no organizations that should be presented with the District.

B. Basic Financial Statements

Basic financial statements include information on the District's activities as a whole and information on the individual fund of the District. These separate presentations are reported in different columns. Each of the statements starts with a column of information based on activities of the General Fund and reconciles it to a column that reports the "governmental activities" of the District as a whole.

C. Measurement Focus and Basis of Accounting

The governmental activities are reported using the economic resources measurement focus and the accrual basis of accounting, which recognizes all long-term assets and receivables as well as long-term debt and obligations. Revenues are recorded when earned, and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met. The District's net position is reported as restricted and unrestricted. The statement of activities demonstrates the degree to which the expenses of the district are offset by revenues.

**TODD SOIL AND WATER CONSERVATION DISTRICT
LONG PRAIRIE, MINNESOTA
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2022**

NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNT POLICIES (CONTINUED)

C. Measurement Focus and Basis of Accounting (Continued)

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized as soon as they are both measurable and available. Todd Soil and Water Conservation District considers all revenues to be available if they are collected within 60 days after the end of the current period. Charges for services and interest are considered to be susceptible to accrual. Expenditures are recorded when the related fund liability is incurred, except for principal and interest on general long-term debt, compensated absences, and claims and judgments, which are recognized as expenditures to the extent that they have matured. Proceeds of long-term debt and financing through leases are reported as other financing sources, when applicable.

When both restricted and unrestricted resources are available for use, it is Todd Soil and Water Conservation District's policy to use restricted resources first, then unrestricted resources as they are needed.

D. Assets, Liabilities, and Net Position or Equity

1. Deposits and Investments

The cash balance is pooled with the Todd County Auditor-Treasurer for the purpose of increasing earnings through investment activities.

2. Receivables and Payables

The financial statements for the District contain no allowance for uncollectible accounts. Uncollectible amounts due for receivables are recognized as bad debts at the time information becomes available that indicates the particular receivable is uncollectible. These amounts are not considered to be material in relation to the financial position or operations of the fund.

3. Unearned Revenues

The General Fund and the government-wide financial statements record unearned revenue for resources that have been received, but not yet earned.

4. Fund Balance

In the fund financial statements, governmental funds report components of fund balance to provide information about fund balance availability for appropriation. Nonspendable fund balance represents amounts that are inherently nonspendable or assets that are legally or contractually required to be maintained intact. Restricted fund balance represents amounts available for appropriation but intended for a specific use and is legally restricted by outside parties. Committed fund balance represents constraints on spending that the government imposes upon itself by high-level formal action prior to the close of the fiscal period. Assigned fund balance represents resources intended for spending for a purpose set by the government body itself or by some person or body delegated to exercise such authority in accordance with policy established by the board. Unassigned fund balance is the residual classification for the District's General Fund and includes all spendable amounts not contained in the other classifications.

**TODD SOIL AND WATER CONSERVATION DISTRICT
LONG PRAIRIE, MINNESOTA
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2022**

NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNT POLICIES (CONTINUED)

D. Assets, Liabilities, and Net Position or Equity (Continued)

4. Fund Balance (Continued)

When an expenditure is incurred for purposes for which both restricted and unrestricted fund balance is available, it is the District's policy to use restricted first, and then unrestricted fund balance. When an expenditure is incurred for purposes for which committed, assigned, and unassigned amounts are available, it is the District's policy to use committed first, then assigned, and finally unassigned amounts.

5. Net Position

In the government-wide statement of net position, net position is reported in two parts: (1) restricted net position; and (2) unrestricted net position.

6. Use of Estimates

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenditures/expenses during the reporting period. Actual results could differ from those estimates.

NOTE 2 DETAILED NOTES ON ALL FUNDS

Assets

A. Deposits and Investments

Cash transactions are administered by the Todd County Auditor-Treasurer, who is, according to Minnesota Statutes §§118A.02 and 118A.04, authorized to deposit cash in financial institutions designated by the County Board for the District.

Minnesota Statutes §§ 118A.02 and 118A.04 authorize the District to deposit its cash and to invest in certificates of deposit in financial institutions designated by the Todd County Board of Commissioners for the District.

**TODD SOIL AND WATER CONSERVATION DISTRICT
LONG PRAIRIE, MINNESOTA
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2022**

NOTE 2 DETAILED NOTES ON ALL FUNDS (CONTINUED)

Assets (Continued)

A. Deposits and Investments (Continued)

Custodial Credit Risk - Deposits

In the case of deposits, custodial credit risk is the risk that in the event of a bank failure, the District's deposits may not be returned to it. The District does not have a deposit policy for custodial credit risk and follows Minnesota Statutes for deposits.

Minnesota Statutes require that all deposits be protected by insurance, surety bond, or collateral. The market value of collateral pledge must equal 110% of the deposits not covered by insurance or corporate surety bonds. Authorized collateral includes: U.S. government treasury bills, notes, or bonds; issues of a U.S. government agency; general obligations of a state or local government rated "A" or better; revenue obligations of a state or local government rated "AA" or better; irrevocable standby letters of credit issue by a Federal Home Loan Bank; and time deposits insured by federal agency. Minnesota Statutes require securities pledged as collateral be held in safekeeping in a restricted account at the Federal Reserve Bank or at an account at a trust department of a commercial bank or other financial institution not owned or controlled by the depository.

As of December 31, 2022, all deposits of the District are in the pooled cash of Todd County. For further information related to the District's deposits, the user should view the Todd County deposits disclosure information.

B. Related Party Transactions

The District signed an agreement with Todd County, effective January 1, 2012, transferred all capital assets, employees, and long-term liabilities to Todd County. The District had no project costs payable to Todd County at December 31, 2022. The District received \$192,711 from the County in 2022, which was soil and water funding passed through the County by the State for the District.

NOTE 3 RISK MANAGEMENT

The District is exposed to various risks of loss related to torts; theft of, damage to, or destruction of assets; errors or omissions; injuries to employees; or natural disasters. Due to the agreement with the County, the District relies on the County for risk management.

Todd County has entered into a joint powers agreement with other Minnesota counties to form the Minnesota Counties Insurance Trust (MCIT). For other risks, the County is a member of both the MCIT Workers' Compensation and Property and Casualty Divisions. The County carries commercial insurance. There were no significant reductions in insurance from the prior year. The amount of settlements did not exceed insurance coverage for the past three fiscal years.

REQUIRED SUPPLEMENTARY INFORMATION OTHER THAN MD&A

**TODD SOIL AND WATER CONSERVATION DISTRICT
BUDGETARY COMPARISON SCHEDULE
GENERAL FUND
YEAR ENDED DECEMBER 31, 2022**

	Original Budget	Final Budget	Actual	Variance with Final Budget
REVENUES				
Intergovernmental				
County	\$ 467,222	\$ 467,222	\$ 480,144	\$ 12,922
State Grants	774,280	774,280	378,065	(396,215)
Total Intergovernmental	<u>1,241,502</u>	<u>1,241,502</u>	<u>858,209</u>	<u>(383,293)</u>
Charges for Services	25,000	25,000	32,351	7,351
Miscellaneous	80,737	80,737	181,946	101,209
Total Revenues	<u>1,347,239</u>	<u>1,347,239</u>	<u>1,072,506</u>	<u>(274,733)</u>
EXPENDITURES				
District Operations				
Personnel Services	11,750	11,750	12,750	(1,000)
Charges for Services	25,000	25,000	32,752	(7,752)
Other Services and Charges	15,654	15,654	19,530	(3,876)
Total District Operations	<u>52,404</u>	<u>52,404</u>	<u>65,032</u>	<u>(12,628)</u>
Project Expenditures				
District	453,122	453,122	556,248	(103,126)
State	841,713	841,713	532,284	309,429
Total Project Expenditures	<u>1,294,835</u>	<u>1,294,835</u>	<u>1,088,532</u>	<u>206,303</u>
Total Expenditures	<u>1,347,239</u>	<u>1,347,239</u>	<u>1,153,564</u>	<u>193,675</u>
EXCESS OF EXPENDITURES OVER REVENUES	-	-	(81,058)	(81,058)
Fund Balance - Beginning of Year	<u>634,474</u>	<u>634,474</u>	<u>634,474</u>	-
FUND BALANCE - END OF YEAR	<u><u>\$ 634,474</u></u>	<u><u>\$ 634,474</u></u>	<u><u>\$ 553,416</u></u>	<u><u>\$ (81,058)</u></u>

See accompanying Notes to Required Supplementary Information.

**TODD SOIL AND WATER CONSERVATION DISTRICT
NOTES TO REQUIRED SUPPLEMENTARY INFORMATION
DECEMBER 31, 2022**

I. General Fund Policies

The Board of Supervisors adopts estimated revenue and expenditure budgets for the General Fund. Todd County enters the approved budget into the general ledger system.

The budget may be amended or modified at any time by the Board of Supervisors and communicated to Todd County for update on the general ledger system. Expenditures may not legally exceed budgeted revenues. Comparisons of final budgeted revenues and expenditures to actual are presented in the required supplementary information for the General Fund.

II. Budget Basis of Accounting

Budgets are adopted on a basis consistent with generally accepted accounting principles.

REPORTS RELATED TO *GOVERNMENT AUDITING STANDARDS*



INDEPENDENT AUDITORS' REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS*

Board of Supervisors
Todd Soil and Water Conservation District
Long Prairie, Minnesota

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities and the General Fund of the Todd Soil and Water Conservation District (the District), as of and for the year ended December 31, 2022, and the related notes to the financial statements, which collectively comprise the District's basic financial statements, and have issued our report thereon dated March 9, 2023.

Report on Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the Todd Soil and Water Conservation District's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Todd Soil and Water Conservation District's internal control. Accordingly, we do not express an opinion on the effectiveness of the Todd Soil and Water Conservation District's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the District's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and therefore, material weaknesses or significant deficiencies may exist that were not identified. We identified certain deficiencies in internal control, described in the accompanying schedule of findings and recommendations as items 2022-001 and 2022-002, that we consider to be material weaknesses.

Report on Compliance and Other Matters


As part of obtaining reasonable assurance about whether the Todd Soil and Water Conservation District's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Todd Soil and Water Conservation District's Responses to Findings

Government Auditing Standards requires the auditor to perform limited procedures on the District's responses to the findings identified in our audit and described in the accompanying schedule of findings and recommendations. Todd Soil and Water Conservation District's responses were not subjected to the other auditing procedures applied in the audit of the financial statements, and, accordingly, we express no opinion on the responses.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the District's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the District's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.



CliftonLarsonAllen LLP

Brainerd, Minnesota
March 9, 2023

**TODD SOIL AND WATER CONSERVATION DISTRICT
LONG PRAIRIE, MINNESOTA
SCHEDULE OF FINDINGS AND RECOMMENDATIONS
YEAR ENDED DECEMBER 31, 2022**

Section I – Financial Statement Findings

2022-001 Financial Statement Presentation

Type of Finding Material Weakness in Internal Control over Financial Reporting

Condition:

Management is responsible for establishing, maintaining, and monitoring internal controls over financial reporting, and for the fair presentation of the financial statements and related notes.

As part of the audit, management requested us to prepare the financial statements, including the related notes to the financial statements. The City does not have an internal policy in place over the preparation or review of the annual financial statements that would enable management to prepare the financial statements and the related note disclosures. Management has accepted responsibility for the financial statements and reviewed them.

Criteria or specific requirement:

Todd Soil and Water Conservation District (District) management is responsible for establishing and maintaining internal controls, including monitoring, and for the fair presentation in the financial statements in accordance with generally accepted accounting principles.

Cause:

The District has a limited number of personnel with financial reporting experience.

Effect:

The design of the controls over the financial reporting process would affect the ability of the District to report its financial data consistently with the assertions of the management in the financial statements.

Repeat Finding:

Yes, 2021-001

Recommendation:

We recommend that the District be aware of the requirements for fair presentation of the financial statements in accordance with the generally accepted accounting principles. Should the District elect, based upon an analysis of costs and benefits, to establish the full oversight of the financial statement preparation of an appropriate level, we suggest management establish effective review policies and procedures including but not limited to the following functions: reconciling general ledger amounts to the draft financial statements; review of all supporting documentation and explanations for journal entries proposed by us; complete the disclosure checklist; review and approval of schedules and calculations supporting the amounts included in the notes to the financial statements; apply analytic procedures to the draft financial statements; and perform other procedures considered necessary by management.

Views of responsible officials and planned corrective actions: The District understands that this is a required communication for the preparation of the financial statements.

TODD SOIL AND WATER CONSERVATION DISTRICT
LONG PRAIRIE, MINNESOTA
SCHEDULE OF FINDINGS AND RECOMMENDATIONS (CONTINUED)
YEAR ENDED DECEMBER 31, 2022

Section I – Financial Statement Findings (Continued)

2022-002 Audit Adjustments

Type of Finding Material Weakness in Internal Control over Financial Reporting

Condition:

As part of the audit, we proposed material adjustments for reclassifying transactions to the proper accounts and to reverse prior year adjustments. Management has reviewed and approved the audit adjustments.

Criteria or specific requirement:

Todd Soil and Water Conservation District's (District) management is responsible for establishing and maintaining internal controls for the proper recording of all the District's accounting transactions, including account coding, reporting of accruals and net position.

Cause:

The District has a limited number of personnel with financial reporting experience.

Effect:

The design of the internal controls over recording transactions and year-end accruals limits the ability of the District to provide accurate accrual basis financial information.

Repeat Finding:

Yes, 2021-002.

Recommendation:

We recommend District management be constantly aware of all procedures and processes involved in recording transactions, accruals, and reclassifications and develop internal control policies to ensure proper recording of these items.

Views of responsible officials and planned corrective actions: The District will continue to work at eliminating the need for audit adjustments.

Section II – Other Item for Consideration - Minnesota Legal Compliance

None noted.



INDEPENDENT AUDITORS' REPORT ON MINNESOTA LEGAL COMPLIANCE

Board of Supervisors
Todd Soil and Water Conservation District
Long Prairie, Minnesota

We have audited, in accordance with auditing standards generally accepted in the United States of America, and the standards applicable to financial audits contained in *Governmental Auditing Standards* issued by the Comptroller General of the United States the financial statements of the governmental activities and the General Fund of Todd Soil and Water Conservation District (District), as of and for the year ended December 31, 2022, and the related notes to the financial statements, which collectively comprise the District's basic financial statements and have issued our report thereon dated March 9, 2023.

In connection with our audit, nothing came to our attention that caused us to believe that Todd Soil and Water Conservation District failed to comply with the provisions of the contracting – bid laws, depositories of public funds and public investments, conflicts of interest, claims and disbursements, and miscellaneous provisions sections of the *Minnesota Legal Compliance Audit Guide for Other Political Subdivisions*, promulgated by the State Auditor pursuant to Minn. Stat. § 6.65, insofar as they relate to accounting matters. However, our audit was not directed primarily toward obtaining knowledge of such noncompliance. Accordingly, had we performed additional procedures, other matters may have come to our attention regarding Todd Soil and Water Conservation District's noncompliance with the above referenced provisions, insofar as they relate to accounting matters.

The purpose of this report is solely to describe the scope of our testing of compliance relating to the provisions of the *Minnesota Legal Compliance Audit Guide for Other Political Subdivisions* and the results of that testing, and not to provide an opinion on compliance. Accordingly, this report is not suitable for any other purpose.

CliftonLarsonAllen LLP

CliftonLarsonAllen LLP

Brainerd, Minnesota
March 9, 2023



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